

STATE OF TEXAS §  
COUNTIES OF ARANSAS §  
SAN PATRICIO AND NUECES §  
CITY OF ARANSAS PASS §

On this the 15th day of April, 2014 the Aransas Pass Municipal Development District (APMDD) convened in a Regular Meeting being open to the Public at the meeting place thereof in the Aransas Pass City Hall and notice of said meeting giving the time, place, date and subject hereof having been posted and prescribed by Chapter 551 of the Texas Government Code with the following attendance to wit constituting a quorum.

PRESENT:

HOPE COMINGORE	President
VICKIE ABREGO	Secretary
TERRY STANSBERRY	Treasurer
STEPHEN WALLS	Director
EDELMIRO GARCIA	Director
ELIZABETH DORRIS	Director

ABSENT: BYRON MCLAUGHLIN (excused), KAREN GAYLE (excused), JAMES COVINGTON,

CITY STAFF PRESENT:	Amanda Torres	Administrative Assistant
	Sylvia Carrillo	City Manager
	Sarah Lee	Civic Center Director

OTHERS PRESENT:

(There may have been others present who did not sign in.)

**ITEM 1.**

**CALL MEETING TO ORDER.**

President Comingore called the meeting to order at 6:30 p.m. and stated that there was a quorum present.

**ITEM 2.**

**CONSIDER AND ACT ON APPROVAL ON FEBRUARY 20, 2014 MINUTES.**

Treasurer Stansberry made a motion to accept the February 20, 2014 minutes. Secretary Abrego seconded the motion and the motion carried unanimously.

**ITEM 3.**

**REVIEW AND DISCUSS CURRENT FINANCIAL STATEMENTS.**

Treasurer Stansberry reviewed the balance sheet, first reviewing assets. There was \$309.52 in Prosperity Bank, \$681,914.60 in TexPool and Accounts Receivable was \$61,877.61. Total assets equaled \$744,101.73. In liabilities, Accounts Payable amounted to \$450.00 and the General Fund contribution line item amounted to \$221,374.19 for a total amount of \$221,824.19. The fund balance was \$371,444.08.

Secretary Abrego asked if sales tax revenues were consistent. Treasurer Stansberry responded that the board budgeted around \$65,000.00 a month. President Comingore added that sales tax revenues had reached 54.55% of budget. Additionally, Civic Center Manager Sarah Lee mentioned that the amount approved by the MDD for facility maintenance in FY 2012-2013 had not been moved over to the appropriate fiscal year books yet. The adjustment would be made after the audit was complete.

**ITEM 4.**

**CONSIDER AND ACT ON APPROVAL OF INVOICES FOR PAYMENT.**

Secretary Abrego made a motion to approve the invoices for payment. Director Walls second the motion and the motion carried unanimously.

<u>Staff expense Oct. to March</u>	<u>\$ 450.00</u>
Total Invoices—March 2014	\$ 450.00

**ITEM 5.**

**UPDATE ON CIVIC CENTER ACTIVITIES.**

Civic Center Director Sarah Lee gave an update on Civic Center activities. She said that it has been busy at the Civic Center and there will be a lot going on in the next couple of months. An update would be provided to the City Council at their next meeting the following Monday.

City Manager Carrillo added that there was a need for storage. She had contacted Dickson Builders for an estimate for storage buildings. A potential spot would be to locate the building next to the Fire Department. Additionally, she met with Simone Sander to get a quote on revamping the Civic Center and Aquatic Center's websites. Those websites would be swept under the City's main website.

President Comingore asked about the Civic Center kitchen getting professionally cleaned. Civic Center Director Lee responded that the kitchen passed its vent-a-hood testing and also recently had the kitchen professionally cleaned. Secretary Abrego asked if regular cleanings were scheduled. Civic Center Director Lee responded that she will require strict cleaning guidelines of patrons using the kitchen area. City Manager Carrillo added that they would plan for an annual cleanup. Secretary

Abrego mentioned that the previous director would have the kitchen professionally cleaned once or twice a year. City Manager Carrillo said that it would be included in the annual maintenance budget.

**ITEM 6.**

**CITIZENS COMMENTS.**

City Manager Carrillo explained that the City was proceeding with the bond sale and improvements downtown. She said that the street closure next to the Civic Center was important and that she would check to see if there was any remaining money to work on the closure.

She also said that the City was projected to end year well and that her goal was to get staff to focus on maintenance and preventative maintenance. The Civic Center deficit should be even less this year. Students in the MPA program at TAMUCC are looking at a marketing plan for the pool. Additionally, the City will be partnering with the Chamber and KRIS for commercial spots promoting the Aquatic Center and Civic Center for two months.

Director Garcia asked what the status was with the Caller-Times marketing proposal. City Manager Carrillo replied that they were not able to do what was requested. The current web manager would like to do the requested coding. Also, Cooper Advertising would like to assist the City in advertising. She anticipates that having online payment and reservation options would cause an upswing in bookings.

**ITEM 7.**

**ADJOURNMENT OF MEETING.**

Treasurer Stansberry made a motion to adjourn the meeting. Director Garcia seconded the motion and the motion was approved unanimously. President Comingore adjourned Meeting at 6:55 PM.

ATTEST:

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Hope Comingore, President

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Vickie Abrego, Secretary